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PART I

IMPORTANT GOVERNMENT ORDERS

CHIEF SECRETARIAT

(GENERAL ADMINISTRATION DEPARTMENT)

Tours of Secretaries to Government, Heads of Departments and other officers to Delhi and other places outside the State to attend meetings—Instruction regarding.

CIRCULAR

No. GAD 2 SHD 74, BANGALORE DATED 29TH APRIL 1974.

Instructions have been issued in Official Memorandum No. GAD 2 SIN 74, dated 5th February, 1974, regarding the procedure to be followed in deputing officers for attending meetings outside the State. The following further instructions are issued in regard to trip to Delhi and places outside the State by the Secretaries to Government and Heads of Departments and others, in the interest of economy.

2 Whenever any meeting, Conference or a Seminar is proposed to be held the Head of the Department and/ or Secretary to Government should carefully examine whether attendance by a representative of the Government is necessary. Normally only the meetings where the interests of the State are specifically or directly involved, would attendance be necessary. In every other case where it is only a general Conference or a Seminar, where no specific decisions are likely to be taken, nobody from the State need attend. After the meeting or Seminar is held the proceedings of the meeting should be obtainted, and they may be examined and action initiated to take such further steps as will be necessary.

3 Government desire that in any case, no officer of the State Government need attend any Seminar, at least during the period of the next one year.

4 If a meeting to be held at Delhi is considered not very important, but where a representative of the State has to attend, the services of the Special Commissioner, Karnataka Bhavan, New Delhi, should be freely made use of. The Secretary to Government or the Head of the Department, as the case may be, should prepare a detailed note indicating the views of the State Government, and the specific points that will have to be urged by the Special Commissioner. This could be sent to him in advance, and he may attend the meeting. After the meeting is over, the Special Commissioner can send a detailed report about the proceedings indicating the steps which the Secretary to Government or the Head of the Department may like to take.

5 When important meetings are held and it is necessary for both the Secretary to Government and the Head of the Department to attend it should be ensured that in no case more than one representative of the State Government should be present at any meeting to be held at Delhi, or outside the State unless absolutely necessary. The practice of taking deputies and personal staff while going on tour outside the State should be given up.

6 Whenever any officer has to go outside the State specific permission of the Chief Secretary/Minister concerned should be obtained well before the meeting is held. In no case should grant of such permission be presumed and *ex-post facto* sanction sought.

7 The officers should also make it a habit to deal with all cases pertaining to their Department when they visit Delhi – if necessary by even staying one more day rather than make frequent visits to discuss separate subjects, whenever Secretaries to Government and/or the Heads of Departments visit Delhi, they should make it a point to meet their counter-parts and discuss all matters pending or pertaining to their Departments. After their return, they should prepare a brief note indicating the subjects discussed, and action proposed to be taken, and put them up for information of the concerned Minister.

8 The Secretaries to Government and Heads of Departments, and other officers are requested to see that hereafter the above instructions are followed scrupulously.

R. J. REBELO,
Chief Secretary to Government.

DEVELOPMENT, HOUSING, PANCHAYAT RAJ AND CO-OPERATION SECRETARIAT

Delegation of Administrative and Financial Powers to the Addl. C. M. O.

READ :—

1 G. O. No. DPC 41 CWM 71 dated 30th August 1971

2 DO letter No. MD 830 EST 73-74 dated 15th March 1974 from the Chief Marketing Officer, Bangalore.

PREAMBLE —

In Government order dated 30th August 1971 read at (1) above sanction was accorded to delegate the Administrative and financial powers to the Chief Marketing Officer and other subordinate officers of the Department of Marketing and Weights and Measures. The Chief Marketing Officer in his D. O. letter read at (2) above has stated that at the time of delegation of the Administrative and Financial powers, there was no post of Additional/Chief Marketing Officer Subsequently the post of Additional. Chief Marketing Officer was created in the year 1972 and the Additional Chief Marketing officer has been declared as Major Head of the Department of Marketing. The Chief Marketing officer has therefore requested to delegate certain administrative and financial powers for speedy disposal and smooth working.

ORDER No. DPC 159 CMD 74, BANGALORE, DATED 15TH JUNE 1974.

Sanction is accorded to delegate the Administrative and Financial Powers to the Additional Chief Marketing Officer as indicated in the Annexure to this Order.

This order issues with the concurrence of the G. A. D. and Finance Department *vide* their U. O. Note No. GAD 817 SRA dated 15th April 1974 and FD 1637 dated 20th May 1974.

By Order and in the name of the Governor of Karnataka,

K. A. SESHADRI,
Under Secretary to Government,
Development Housing Panchayat Raj and
Co-operation Department.

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